



## EL CAMINO COLLEGE

Office of the Vice President – Academic Affairs

### NOTES – Council of Deans February 17, 2022

Present: J. Anaya, J. Aramburo, M. Arthur, D. Breckheimer, K. Campos, R. Christophersen, C. Dao, R. Dreizler, A. Estrada, C. Gold, D. Gonzales, A. Grant, G. Greco, E. Gutierrez, A. Hernandez, J. Hu, K. Iino, J. Joy, L. Justice, S. Kushigemachi, M. Lemons, C. Martin, D. McClelland, R. Miyashiro, A. Moutra, N. Oliva, D. Patel, B. Price, I. Reyes, R. Serr, J. Simon, J. Sims, K. Sundara, G. Toya, V. Unda, G. Valle, I. Zugic

Guests: D. Mussaw

#### 1. INFORMATION

Notes of February 3, 2022 - Approved as written.

#### 2. DISCUSSION/ACTION

##### A. Strategic Enrollment Management Plan:

J. Sims reported that today's Council of Deans meeting will be brief in order to allow the deans to attend the Strategic Enrollment Management Plan webinar at 9:00 a.m.

##### B. Course Modality Labeling in Schedule:

J. Sims opened a discussion concerning course modality listed in the searchable schedule. Many divisions reported that students are confused about the course modality when enrolling in hybrid classes. Confusion seems to stem from information listed under three columns in the schedule for Location, Instructional Methods, and Meeting Information. An example was displayed onscreen. It was suggested to hide the Instructional Methods column. C. Martin will speak with L. Sajo to see if the column can be hidden. J. Sims noted that further investigation will follow to see what can be done to improve the searchable schedule to make it less confusing for students.

##### C. Opening Week Debrief:

J. Sims opened a discussion for members to share feedback on the first week of spring semester. D. McClelland reported that, due to many faculty requests, an additional WBTW check-in kiosk will be added next to the Marsee Auditorium next week. Some delays were reported with the check-in process as some faculty and students had not uploaded the platform to their mobile devices. C. Martin reported a significant increase in students using the library. It was reported that the majority of students are complying with wearing masks and seem very happy and excited to be back on campus. A question was asked if wristbands will still be required for summer and fall? J. Sims responded that the situation is still fluid. The COVID Taskforce will continue to meet and review all current protocols based on requirements by the L.A. County Department

of Public Health. She noted that the wristbands are of value as they signify vaccination or completed testing. Improving signage on campus was also suggested. A. Hernandez requested a tracking system for students checking in to the MESA Center. M. Lemons noted that C. Martin helped the Math Study Center set up their check-in/check-out system.

D. AFT Update: No report.

E. ECCE Update: No report.

F. Facilities Update: No report.

G. PBC Report: A. Grant provided an update:  
No report as PBC has not met. The next PBC meeting is on 2/17.

H. ASO Report: A. Moutra provided an update:  
ASO Senate meeting is on 2/17 from 1-2p. Thank you for spreading the word about the open ASO positions. All senator positions have been filled, except Mathematical Sciences. ASO hopes to have senators begin office hours next week. Senators will be reaching out to the deans to notifying them of their prospective times.

I. Academic Senate Report: No report.

J. Guided Pathways Update: J. Simon provided an update  
The 5th annual winter summit is Friday, March 11 from 1-4pm. The theme is “Get on Board with Guided Pathways,” and will include a welcome from President Thames, updates from success coaches, success team leads, AB 705, Equity-Minded Teaching Institute, and more. The event will also include brainstorming and discussion about our roles in becoming a Guided Pathways college. The flyer and information will come out next week.

K. Payroll Update: No report.

### 3. OTHER

#### Announcements:

A. J. Sims: Approval granted to hire a new Dean of Noncredit & Continuing Education. The job description will be listed on the February board agenda and recruitment for the position will take place in the near future. This new position was created to help develop, implement and grow FTES for noncredit and continuing education programs.

### 4. NEXT MEETING

Council of Deans – March 3, 2022; 9:00-10:30 a.m.